



Department of Agriculture
Regional Field Office No. 5
San Agustin, Pili, Camarines Sur

[ITB-34-22] REQUEST TO SUBMIT QUOTATION OR PROPOSAL FOR THE LOT 1- FOOD AND LOT 2- SUPPLIES/MATERIALS FOR USE DURING THE CONDUCT OF TRAINING ON DAM DESIGN FOR SMALL WATER IMPOUNDING PROJECT (SWIP) AND DIVERSION DAM (DD) UNDER RAED AT APPROVED BUDGET FOR THE CONTRACT AMOUNTING TO ONE HUNDRED SEVENTY-ONE THOUSAND NINE HUNDRED EIGHTY SIX PESOS (PHP171,986.00) PURSUANT TO ALTERNATIVE METHOD OF PROCUREMENT SPECIFICALLY NEGOTIATED PROCUREMENT-SMALL VALUE PROCUREMENT UNDER SECTION 53.9 UNDER RA 9184 AND ITS REVISED IRR.

The Department of Agriculture Regional Field Office No. 5 (DA RFO 5), San Agustin, Pili, Camarines Sur is inviting interested contractors to submit complete bid quotation for the ff:

QTY	PARTICULARS	UNIT COST	TOTAL COST
	LOT 1 – FOODS		
20 pax	Meals (Breakfast, AM Snacks, Lunch, PM Snacks and Dinner) x 10 days	850.00	170,000.00
	LOT 2 – SUPPLIES/MATERIALS		
20 pcs	Pencil	5.00	100.00
1 pack	Bond Paper, Legal Size	200.00	200.00
2 reams	Certificate paper (Linen, Pino, Letter Size)	43.00	86.00
1 pc	Epson 003 black ink	400.00	400.00
1 pc	Epson 003 Yellow ink	400.00	400.00
1 pc	Epson 003 Magenta ink	400.00	400.00
1 pc	Epson 003 Cyan ink	400.00	400.00
	TOTAL FOR LOT 2		1,986.00
	GRAND TOTAL		₱ 171,986.00

The agency intends to apply the amount One Hundred Seventy-One Thousand Nine Hundred Eighty-Six Pesos (Php171,986.00) as the Approved Budget for the Contract. **Partial Bid is allowed.**

As per approved Purchase Request and considering the nature of requisition being not more than One Million Pesos (Php1,000,000.00) and in order to fast-track the implementation of the program, this procurement is facilitated thru Negotiated Procurement-Small Value Procurement under Section 53.9 of RA 9184 and its Revised IRR.

As such, **LOT 1 - MULTI-AGRI-FOREST AND COMMUNITY DEVELOPMENT COOPERATIVE**, San Agustin, Pili Cam. Sur; **JEANINE'S EATERY**, San Agustin, Pili, Cam. Sur; Naga City, **PAY-KIKS FOOD STALL**, Dinaga, Naga City;

LOT 2 - ALLAN-JUSTINE GENERAL MERCHANDISE, Naga City; **RFK GENERAL MERCHANDISE**, Pili Camarines Sur; **BONING'S TRADING**, Naga City and any other interested Bidders are hereby requested to submit the following documents;

1. Mayor's Permit (Updated or at least proof of Renewal)
2. DTI /SEC Registration
3. PhilGeps Registration
4. Annual Income Tax Return
5. Omnibus Sworn Statement
6. BIR Registration
7. Preferred Menu for lot 1
8. Pictures for Lot 2

The bidders are required to pay the non-refundable amount Five Hundred Pesos (Php500.00) for bid documents to the Cashier's Office, DA RFO-5, Pili, Camarines Sur. **All submitted documents must be in duplicate, all copies must be marked with ear tabs or side-end to identify the page components and shall be properly addressed to the BAC Chairperson.** otherwise, bids will be automatically rejected on the ground of non-compliance with the prescribed bid requirements.



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San Agustin, Pili, Camarines Sur

Sealed Bid must be received by BAC Secretariat, DA RFO 5 not later than **1:00 in the afternoon of 11 April 2022** at the 3rd Floor, Operation Building, DA RFO-V, Pili, Camarines Sur. Opening of quotation will be on the same date and time.

Let this Invitation be posted pursuant to RA 9184 and its IRR. For more information, please see or call BAC Secretariat, Legal Office, Tel. No. (054) 477-33-56.

April 6, 2022 San Agustin, Pili, Camarines Sur.

LUZ R. MARCELINO
RTD for Operations
BAC Chairperson



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Republic of the Philippines
DEPARTMENT OF AGRICULTURE
Regional Field Office No. 5
San Agustin, Pili, Camarines Sur

BID FORM (GOODS)

Department of Agriculture
Regional Field Unit No. 5
San Agustin, Pili, Camarines Sur

The Bids and Awards Committee

Gentlemen/Ladies:

Having examined the bidding documents, the receipts of which is hereby duly acknowledge we the undersigned offer to supply/deliver the goods requisitioned in conformity with the said bid documents for the total amount of

_____.
(PHP _____).

Accompanying this Bid Form is our Bid Offer containing the details of the requisition and our offered items in specified quantity and unit price.

We undertake, if our Bid is duly accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of requirements.

We agree to abide by our Bid for the bid validity period as set by the procuring entity but not exceeding one hundred twenty (120) calendar days from the date of the bids opening.

Until a formal contract is prepared and executed, this bid, together with your acceptance thereof thru Notice of Award, subject to all other bid documents, shall be binding upon us.

We understand that you are not bound to accept the lowest of any bid that you may receive.

We certify that we complied with the eligibility requirements as specified under RA 9184 and its IRR and the bidding documents.

Dated this _____ day of _____ 20_____.

(Name & Signature of Bidder or
Authorized Representative)

(Address & telephone No.)

Date of Bidding

FOR GOODS OFFERED FROM WITHIN THE PHILIPPINES

LOT 1- FOOD AND LOT 2- SUPPLIES/MATERIALS FOR USE DURING THE CONDUCT OF TRAINING ON DAM DESIGN FOR SMALL WATER IMPOUNDING PROJECT (SWIP) AND DIVERSION DAM (DD) UNDER RAED

Name of Project:

**Name of Bidder /
Authorized Representative:**

1	2	3	4	5	6	7	8	9	10
ITEM	DESCRIPTION	COUNTRY OF ORIGIN	QTY	UNIT PRICE EXW per ITEM	TRANSPORTATION AND INSURANCE AND ALL OTHER COST INCIDENTAL TO DELIVERY, PER ITEM	SALES AND OTHER TAXES PAYABLE IF CONTRACT IS AWARDED, PER ITEM	COST OF INCIDENTAL SERVICES IF APPLICABLE, PER ITEM	TOTAL PRICE, PER UNIT (col 5+6+7+8)	TOTAL PRICE, DELIVERED FINAL DESTINATION (col 9) x (col 4)
	LOT 1 – FOODS								
	Meals (Breakfast, AM Snacks, Lunch, PM Snacks and Dinner) x 10 days		20 pax						
	LOT 2 – SUPPLIES/MATERIALS								
	Pencil		20 pcs						
	Bond Paper, Legal Size		1 pack						
	Certificate paper (Linen, Pino, Letter Size)		2 reams						
	Epson 003 black ink		1 pc						
	Epson 003 Yellow ink		1 pc						
	Epson 003 Magenta ink		1 pc						
	Epson 003 Cyan ink		1 pc						
	TOTAL FOR LOT 2								
	GRAND TOTAL								

[Signature]

[in the capacity of]

Duly authorized to sign Bid for and on behalf of

Omnibus Sworn Statement (Revised)

[shall be submitted with the Bid]

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical

Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a partnership or cooperative:] None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
 - a. Carefully examining all of the Bidding Documents;
 - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. **In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 20__ at _____, Philippines.

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]

Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]

**Training on Dam Design for Small Water Impounding Project (SWIP) and Diversion Dam (DD)
April 18 - 22 and 25 - 29, 2022**

MENU

DAY 1	DAY 2	DAY 3	DAY 4	DAY 5
April 18, 2022	April 19, 2022	April 20, 2022	April 21, 2022	April 22, 2022
Breakfast	Breakfast	Breakfast	Breakfast	Breakfast
GARLIC RICE LONGANISA SCRAMBLE EGG COFFEE KAKANIN	JAVA RICE TAPA SUNNY SIDEUP EGG COFFEE KAKANIN	EMERALD RICE TOCINO SUNNY SIDEUP EGG COFFEE KAKANIN	GARLIC RICE FISH TAPA SUNNY SIDEUP EGG COFFEE KAKANIN	TORTA TALONG ANCHOVIES FRIED RICE COFFEE KAKANIN
Snack AM	Snack AM	Snack AM	Snack AM	Snack AM
BIHON GUIASADO JUICE	SOTANGHON GUIASADO SIOPAO JUICE	DINUGUAN WITH PUTO JUICE	LOMI WITH TORON JUICE	GOTO W/ EGG PUTO JUICE
Lunch	Lunch	Lunch	Lunch	Lunch
STEAMED RICE STIR FRY STRINGBEANS FRIED FISH PORK STEAK WATER MANGO SAGO	TOKWAT BABOY STEAMED RICE FISH FILLET WITH HONEY MUSTARD SAUCE CHICKEN CORDON BLEU WATER PANNACOTTA	STEAMED RICE VEGETABLE LUMPIA CHICKEN CURRY GINILING WATER COFFEE JELLY	STEAMED RICE KINUNOT CHICKEN FILLET EGADO WATER UBE CHEESE SQUARE	GINATAAN NA MANOK STEAMED RICE TINAWSIHAN NA SIRAP PAKBET WATER BROWNIES
Snack PM	Snack PM	Snack PM	Snack PM	Snack PM
BURGER JUICE	PASTA SCAMPI EGG SANDWICH JUICE	TURON WITH LANGKA JUICE	PANSIT GUIASADO KAMOTE BUNS JUICE	GINATAN JUICE
Dinner	Dinner	Dinner	Dinner	Dinner
STEAMED RICE FRIED CHICKEN VEGETABLE DELIGHT BBQ WATER FRESH FRUIT	STEAMED RICE GRILLED PORKCHOP NATONG PINAPOTOK NA ISDA WATER FRESH FRUIT	STEAMED RICE SWEET & SOUR BOLA BOLA BURGER STEAK GARDEN VEGETABLES WATER FRESH FRUIT	STEAMED RICE CHICKEN PPRK ADOBO CREMA VERDURA FRIED FISH WATER FRESH FRUIT	STEAMED RICE CHINO TALONG PININYAHANG MANOK CRISPY KANGKONG WATER FREESH FRUIT
DAY 6	DAY 7	DAY 8	DAY 9	DAY 10
April 25, 2022	April 26, 2022	April 27, 2022	April 28, 2022	April 29, 2022
Breakfast	Breakfast	Breakfast	Breakfast	Breakfast
HAM & CHEESE OMELET FRIED RICE COFFEE KAKANIN	GARLIC RICE TINAPA SALTED EGG W/ TOMATOE COFFEE KAKANIN	CORNBEF HASH GARLIC RICE SCRAMBLED EGG KAKANIN	SWEET & SOUR FRIED FISH PLAIN RICE SCRAMBLE EGG W/ CHEESE COFFEE KAKANIN	GARLIC RICE LONGANISA WITH EGG TORTA SARDINES COFFEE KAKANIN
Snack AM	Snack AM	Snack AM	Snack AM	Snack AM
CHAMI BIHON GUIASADO CHICKEN SANDWICH JUICE	BAKED MAC W/ BREAD JUICE	CHICKEN EMPANADA JUICE	BANANA BLOSSOM PASTA POCACCIA BREAD JUICE	CASSAVA BIBING JUICE
Lunch	Lunch	Lunch	Lunch	Lunch
STEAMED RICE PORK CALDERETA VEGETABLE SALAD FISH FILLET W/ TARTAR SAUCE MAJA PIE	STEAMED RICE FISH SARCIADO FRIED PORKCHOP LANGKA GINATAAN WATER CHEESE CANDY	PIKADELYO STEAMED RICE ADOBONG BALATONG BISTEK WATER CHEESE CANDY	STEAMED RICE BUTTERED CHICKEN LUMPIA UBOD PINANGAT WATER CHEESE CUPCAKE	STEAMED RICE FISH FILLET WITH AIOLE SAUCE BEEF BOURGIGNON ROLLED KAMOTE TOPS WATER FRUIT SALAD
Snack PM	Snack PM	Snack PM	Snack PM	Snack PM
SUMAN DELICIOUSA JUICE	CHAMPORADO W/ POTO JUICE	PIZZA ROLL JUICE	CLUBHOUSE JUICE	TUPIG CHA MISWA JUICE
Dinner	Dinner	Dinner	Dinner	Dinner
STEAMED RICE SWEDISH MEATBALLS HONEY CHICKEN CHEESSY EGGPLANT WATER FRESH FRUIT	STEAMED RICE PORK FILLET MIGNON GINATAAN PAKBET CRISPY CHICKEN WATER FRESH FRUIT	STEAMED RICE SQUASH BITTER GOURD CHICKEN BARBEQUE LUMPIA SHANGHAI WATER FRESH FRUIT	STEAMED RICE PORKCHOP ALA KIEV FISH MANGO WITH MANGO SALS VEGETABLE DELIGHT WATER FRESH FRUIT	STEAMED RICE FISH FILLET W/ MANGO DIP BABY BACK RIBS STRING BEANS W/ TOFU FRESH FRUIT